

Sylvania Multicultural Center Student Leadership Program

Academic Year 2018-2019

April 2018

Dear Student:

Portland Community College Sylvania Multicultural Center (MC) seeks students to participate in the ***Multicultural Student Leadership Program*** for the 2018/2019 academic-year. The MC is an education equity program based on a social justice framework. The mission of the MC is to support the recruitment, retention, and holistic (academic, leadership, professional) success of students most negatively affected by institutionalized racism and education inequity.

The *Multicultural Student Leadership Program* is a yearlong paid internship designed to develop academic, leadership, professional, critical thinking, and social change skills of diverse students. Central to the program is a rigorous academic component designed to develop strategies and practices necessary for college success. Participants develop a broad range of leadership skills by working in the Multicultural Center. Through on-going skill building trainings, collective planning and reflection, and individual development plans, student-led efforts serve as a vehicle for leadership development while simultaneously working to create a more welcoming campus climate and promote education equity at PCC.

Student Leaders collectively staff the center, and coordinate various educational and celebratory events including: performances, film series, discussion groups, college tours, workshops, and the annual Winter Pow Wow. In addition, they work to provide referrals to campus and community resources such as scholarships, advising, counseling, financial aid, job placement, and internships.

Minimum Qualifications:

- Seeking first educational degree or certificate at PCC
- Completed at least 12 college credits at PCC within last academic year
- Cumulative GPA of 2.5
- Enrolled in at least 6 credits throughout the academic year at Sylvania campus
- Demonstrate knowledge of issues facing students of color and an interest in developing knowledge in social justice and education equity

Students selected to serve as leaders in the Multicultural Center, will commit to:

- Attend the 2018-2019 Student Leadership Program Completion Ceremony: June 5th 2:00-5:00
- Attend the required 4-week paid training (daily M-F 9:30 am-3:30 pm): Mid-August – Mid-September 2018 (a final schedule of dates will be provided to students accepted in the program)
- Work for the entire academic year 2018/2019 (Fall-Spring)
- Work a minimum of 10.5 hrs/wk including staff meetings
- Attend weekly mandatory staff
- Maintain academic expectations and leadership responsibilities (see job description)

Completed Applications are due Monday, May 14th, 2018

For more information please contact Miguel Arellano at Miguel.arellanosanchez@pcc.edu 971.722.4112, or come by the Multicultural Center, CC 267B to learn more, apply and submit your application.

Sincerely,

Miguel Arellano
Coordinator, Sylvania Multicultural Center

Job Description

Title: Multicultural Center Student Leader – (MC Student Coordinator)

Supervisor: Multicultural Center Coordinator and Assistant Coordinator

Position Summary:

The Sylvania *Multicultural Leadership Program* prepares students of color, who are working toward their first degree. The program is dedicated to developing a multi-racial group of student leaders who will put into practice effective academic strategies and habits, peer tutoring, critical thinking, research, advocacy, problem solving, communication, program planning, and campus activism. Student Leaders develop programs and events to foster understanding of issues related to race, ethnicity, and culture on campus.

Academic Expectations:

- Maintain a 2.5 cumulative GPA and 6 credit hours per term at Sylvania campus
- Complete 2/3 of enrolled credits per term
- Provide time management plans and course syllabi each term
- Conduct meetings with instructors and provide academic progress reports each term
- Utilize academic support services on campus (ex: tutoring, writing labs)
- Work closely with an MC, or campus, advisor to develop and discuss individual academic plans

General Responsibilities:

- Staff and operate the MC Academic Learning Space during scheduled hours
- Provide information about MC programs & services to students, faculty, and staff through various outreach activities including: presentations, informational tabling, tours, and face-to face contact
- Refer students to campus and community resources (i.e., tutoring centers, advisors, counselors, etc.)
- Develop individual and collaborative projects with support of MC staff
- Assist with the development & implementation of campus programs related to race/ethnicity and culture
- Participate in campus-wide academic, cultural, and social exhibits, films, speakers, and workshops

Additional Responsibilities

MC Student Coordinator

- Identify and coordinate programs, events, and projects that advance the goals of the MC
- Work with other campus programs, departments, and groups
- Serve on campus and district committees

Multicultural Center Student Leadership Program Benefits:

- Hourly wage \$12, Federal Work Study accepted
- One on one advising to support academic, transfer, career, and leadership plans
- Help with financial aid and scholarships
- Strengthen resume by developing and expanding professional skills and experiences
- Opportunity to secure internships with local community based social justice organizations
- Registration and travel for the Oregon Students of Color Coalition Annual Conference
- Networking opportunities with campus and district faculty, staff, and administrators
- A supportive working and learning environment

**Sylvania Multicultural Student Leadership Program
Selection Process Checklist
2018/2019 Academic Year**

- ☐ Carefully read application packet
- ☐ Answer all questions
- ☐ Complete the entire application including:
 - *MC Employment Application*
 - Typed responses to the *Supplemental Questions*
 - *Include your most recent resume*
- ☐ Submit your completed application packet to the Sylvania Multicultural Center **by 5:00 p.m. Monday, May 14th, 2018** Or complete online at <https://www.pcc.edu/multicultural/sylvania/social-justice/>
- ☐ Sign up for an interview in the Multicultural Center, CC 267, **beginning May 21st**
- ☐ Applicants will be notified of final decisions after all interviews are conducted

Please return completed application to:

Portland Community College – Sylvania Campus
Multicultural Center, CC 267
Portland, OR 97217

971.722.4112
Miguel.arellanosanchez@pcc.edu

Or complete online qualtrics form <https://www.pcc.edu/multicultural/sylvania/social-justice/>

Sylvania Multicultural Center Student Leadership Program Application

Personal Information			
First Name:		Last Name:	
PCC Student ID#:			
Email Address:			
Best phone number to reach you:			
Mailing Address:			
City:		Zip:	
Race/Ethnicity:	Gender:	Birthdate:	
Have you been awarded a Federal Work Study grant?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
How did you learn about this program?			
What MC services or resources have you utilized, if any? (Check all that apply) <input type="checkbox"/> Tutoring <input type="checkbox"/> Study Space <input type="checkbox"/> Computer <input type="checkbox"/> Scholarship information <input type="checkbox"/> Advising			
Have you held any other student leadership position at PCC?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
What other PCC campus jobs are you applying for?			
Do you belong to any campus clubs at PCC?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, which club(s)?			

Academic Information			
PCC Educational Goal (degree/program):			
Expected graduation/transfer date:			
What are your academic and career goals? For example, do you plan to transfer to a four-year college/university? If so, what program or area of study? 			
List classes you have taken at PCC that you think would be helpful to you as an employee of the Multicultural Center:			
Have you taken the following courses? (Check all that apply)			
<input type="checkbox"/> CG 111	<input type="checkbox"/> SOC 218	<input type="checkbox"/> WS 101	

Supplemental Questions

On a separate paper, type your answers to each question. (NO MORE THAN 250 WORDS PER QUESTION)

1. Describe your interest in the *Multicultural Student Leadership Program*. Why do you want to work in the MC? What specific skills or experiences do you hope to gain?
2. In what ways do you believe participating in a rigorous academic program will benefit you as a student?
3. Working as a Student Leader in the Multicultural Center requires an understanding of how race/ethnicity and culture impact a student's effort to pursue and achieve their academic and career goals. Please describe how **your** ethnic/racial and cultural background has shaped your academic, professional, and leadership goals.
4. How would you describe oppression based on race/ethnicity, gender, and sexual orientation?
5. What do you think it takes to create a welcoming campus for a diverse student body? Give examples of activities and/or projects you could carry out at the Sylvania Multicultural Center to help build this kind of environment? Why is this important?

Two References:

Name:
How do you know this reference?:
Email:
Phone:

Name:
How do you know this reference?:
Email:
Phone:

Signature
I certify that the information I have provided in this application is valid. I have made the effort to accurately represent myself as a candidate for the Portland Community College Sylvania Multicultural Student Leadership Program. I understand that access to my academic records will continue throughout my employment as a Multicultural Center staff member and that I may be placed on job probation and/or subject to dismissal if I fail to remain a full-time student in good academic standing with the college.
Signature:
Date: